

SETTLED 1786
BOROUGH OF BERWICK
CITY HALL
1800 NORTH MARKET STREET
BERWICK, PENNSYLVANIA 18603-3792
TELEPHONE: 570-752-2723 FAX: 570-752-2726

INCORPORATED 1818

RE-INCORPORATED 1918

To All Interested Vendors, Crafters, and Exhibitors,

The Borough of Berwick invites you to join us at the 2nd Annual Berwick Riverfest on October 12-14, 2012 at Test Track Riverfront Park off of S. Eaton Street in Berwick. This event includes APBA Boat Racing, Cruise-In, Antiques and Classic Boats, Brewfest, Concert, Festival, Battle of the Bands, games, rides, entertainment, and much more! After such a wonderful event last year we are hoping to continue the excitement by having fireworks for Saturday evening as well. If you are interested in helping to sponsor the fireworks or entertainment at Riverfest please indicate on the enclosed form or call 570-752-2723 ext. 15 for more details! The hours of the event are 12 pm until 7:00pm on Friday, 10am until the fireworks (tentative) on Saturday, and 10 am-6pm on Sunday.

If you are interested in being a part of this exciting event please complete the enclosed form, submit the fee (this fee includes space at all three days of the event), and provide proof of insurance of at least \$50,000 of liability coverage (food vendors only), or sign the waiver if you are a crafter/merchandise vendor or have an informational stand. Please send these items to 1800 N. Market Street Berwick, PA 18603 as soon as possible. Spaces are approximately 16ft long and depth varies depending on location. Canopies are permitted as long as they do not exceed the designated space. Spaces are assigned on a first-come, first serve basis at the discretion of the Borough of Berwick. However, all attempts will be made to coordinate vendors next to the area of interest that is indicated on the application form. There is limited electricity available and is on a first come, first serve basis. All vendors must attend all three days of the event and be completely set up one hour before the event opens each day. (11am on Friday and at 9am Saturday & Sunday).

Please contact me via telephone as soon as possible to reserve your space in order to avoid duplication of vendors. Please make checks payable to the Borough of Berwick and mail along with the enclosed registration form and your proof of insurance to 1800 N. Market Street Berwick, PA 18603. All forms must be received by September 30, 2012.

If you have any questions, please contact me at 570-752-2723 ext. 15.

Sincerely,

Lauren A. Martz
Assistant Borough Manager

*Want to sponsor Riverfest
fireworks and entertainment?
Call us today!
570-752-2723 ext. 15*

**How do you become a vendor
at Berwick Riverfest?**

1. The vendor form must be completely filled out
2. Payment must be submitted
- 3a. Proof of insurance (\$50,000 liability coverage) must be provided with the form (*food vendors only*)
- 3b. Waiver signed (*crafters and info. stands only*)
4. Items 1, 2, and 3a or 3b must be sent to the Borough of Berwick by September 30, 2012